

# FISCAL YEAR 2026-27 COMMUNITY ARTS GRANTS FAQ

## WELCOME

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The City of Carlsbad Cultural Arts Office serves to encourage, develop and facilitate an enriched environment of artistic, creative and cultural activity in the City of Carlsbad and the North San Diego County region. The Cultural Arts Office manages funding programs to provide financial support to organizations, schools and individuals for various projects through a competitive application and review process. These projects benefit the community through an array of activities for schools, artists and organizations. The Community Arts Grants program was identified for continued and increasing support by the Carlsbad City Council through the 2018 Arts & Culture Master Plan.

## 1. WHAT IS THE SCHEDULE FOR THE 2026–2027 GRANT CYCLE?

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| <b>Feb. 13, 2026</b>           | Applications Open   |
| <b>Feb. 18, 2026</b>           | Applicant Workshop virtual.   |
| <b>Feb. 18 - Feb. 27, 2026</b> | Technical assistance meetings available by appointment  |
| <b>Mar. 27, 2026</b>           | Application Deadline: applications must be submitted electronically to City by 11:59 p.m.   |
| <b>Mar. 30 – Apr. 17, 2026</b> | Submitted materials are reviewed and scored by a peer panel consisting of local and regional artists, arts professionals, and educators                           |
| <b>May 7, 2026</b>             | Funding plan presented to Arts Commission for review and approval   |
| <b>June 4 – July 3, 2026</b>   | Begin email notifications to Grantees of award and City create and route DocuSign agreements for electronic signatures.   |
| <b>Sept. 3, 2026</b>           | Project/activity period opens.  |
| <b>Sept. 3, 2027</b>           | Project/activity period closes.   |
| <b>Oct. 1, 2027</b>            | All FY 2026-27 Final Reports are due. Grantees complete a Final Report within thirty (30) days of the program end date or by Oct. 1, 2027, whichever comes first. |

## 2. WHAT CATEGORIES ARE AVAILABLE TO APPLY FOR?

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- Arts Organizations
- Emerging Arts Organizations
- Educational Institutions and Affiliated Groups
- Individual artists (with fiscal sponsorship) - must apply under the Arts Organization category.

All organizations must have a 501(c) (3) status determined by the IRS.

## 3. ARE THERE ANY UPDATES FOR THIS YEAR?

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- **EDUCATIONAL INSTITUTIONS AND AFFILIATED GROUPS – ARTS IN SCHOOLS:** Award funds within the "Educational Institutions and Affiliated Groups – Arts in Schools" category will receive a fixed amount divided between all accepted grantees, with a maximum award of \$3,500 per grant.
- **EDUCATIONAL INSTITUTIONS APPLICATION LIMIT:** There is a cap on the number of applications for Educational Institutions (Arts in Schools) of (3) three grants per school site. For detailed requirements, please refer to the Arts in Schools Requirements section in the Grant Guidelines.
- **GRANT ELIGIBILITY:** Applicants currently receiving funding from the City of Carlsbad under an active professional services agreement or grant other than a Community Arts Grant from the City of Carlsbad are ineligible to apply for a Community Arts Grant.

#### 4. HOW MUCH FUNDING CAN I REQUEST?

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| Category   | Maximum Award  |
|--|--|
| Arts Organizations /Individual Artist with Fiscal Agents | Up to \$7,500  |
| Emerging Arts Organizations                              | Up to \$5,000  |
| Educational Institutions (Arts in Schools)               | Up to \$3,500 per grant (max 3 disciplines per school) |

#### 5. WHERE DO I APPLY?

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To apply for the Community Arts Grant, please submit your application online using the [Community Arts Grants application portal through Dashboard - Grant Lifecycle Manager.](#)

**The following documents may be required:**

- Nonprofit verification or fiscal sponsorship
  - IRS Letter of Determination
  - Board Roster
  - 990 Form from recent year
- Current California Statement of Information (Active Status)

#### 6. WHAT ARE THE REPORTING REQUIREMENTS?

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A final report must be submitted within thirty (30) days following the completion of the project or event, or by Friday, October 1, 2027—whichever occurs first. Please be advised that submitting the final report after this deadline may lead to actions being taken as outlined in the contract.

Final Reports are submitted on the [Community Arts Grants application portal through Dashboard - Grant Lifecycle Manager.](#)

#### 7. HOW ARE APPLICATIONS EVALUATED?

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Applications are reviewed for eligibility and scored by a peer panel of artists, arts professionals, and educators. Scores inform the funding plan presented to the Arts Commission. The scoring of applications will be based on the following criteria, with a maximum score of 100 points.

**Quality of Program (20% of Score)**

**Community Impact (60% of Score)**

**Organizational Capacity (20% of Score)**

**Note:** Applicants within the Education Institution category follow a modified review process.

#### 8. CAN I APPLY FOR MULTIPLE GRANTS IN THE SAME YEAR?

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No, each organization may submit **one application per cycle**. Organizations that act as fiscal agents are still eligible to apply for a Community Arts Grants for their organization.

**FOR QUESTIONS OR TO SCHEDULE A ONE-ON-ONE MEETING, PLEASE CONTACT:**

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